



**Request for City Council Committee Action
From the Department of Operations and Regulatory Services**

Date: June 18, 2003
To: Council Member Niziolek, Chair
Public Safety & Regulatory Services Committee

Referral to: Ways & Means Committee

Subject: Authorization to substitute Minnesota RFP process to enter into a contract with Deloitte & Touche LLC for business planning services for Operations and Regulatory Services.

Recommendation:

That the State of Minnesota RFP process for IT professional services be used as a substitute for the City RFP process in order to select Deloitte& Touche LLC to provide business planning services to the Department of Operations and Regulatory Services and that the proper City Officers be authorized to enter into the contract with an estimated expense of not more than \$50,000.

Previous Directives: None. Similar action was, however, approved for Public Works.

Prepared/Submitted by: Clara Schmit Gonzalez, Deputy Director, Regulatory Services

Approved by: _____
Merwyn Larson, Director, Regulatory Services

John Bergquist, Assistant City Coordinator

John Moir, City Coordinator

Presenters in Committee Clara Schmit Gonzalez, Deputy Director, Regulatory Services

Financial Impact (Check those that apply)

☒ **X** No financial impact - or - Action is within current department budget.
(If checked, go directly to Background/Supporting Information)

- ☐ Action requires an appropriation increase to the Capital Budget
- ☐ Action requires an appropriation increase to the Operating Budget
- ☐ Action provides increased revenue for appropriation increase
- ☐ Action requires use of contingency or reserves
- ☐ Other financial impact (Explain):

☐ Request provided to the Budget Office when provided to the Committee Coordinator

Community Impact (use any categories that apply)

Neighborhood Notification

X City Goals (Effective Management)

Comprehensive Plan

Zoning Code

Other

Background/Supporting Information:

Operations and Regulatory Services began its five year business planning efforts with Tim David in February of this year. Several meetings remain to finalize the Regulatory Services and Convention Center five-year Business Planning effort. In May of this year Mr. David was placed in the job bank and as of June 1st began employment with Deloitte & Touche LLC. We have been extremely pleased with the assistance and facilitation that we have received from Mr. David, and due to his extensive knowledge of the Department and the City, would like to complete the department's overall plan with him. Therefore, we would like to contract with Deloitte & Touche LLC to use his services. Additionally, Deloitte & Touche LLC prefers the wording of the State RFP to the City's standard contract. Mr. David's hourly fee has been discounted by 25% to provide this service.